

COUNCIL ON HOUSING
Public Session
Dover Downs Hotel & Conference Center
Dover, DE

On December 12, 2007, Roseann Harkins, Chair, called to order the Public Session of the Council on Housing at 12:12 p.m. In addition to Ms. Harkins, the following Council members were present:

Hugh Leahy
Connie Louder
Joe McDonough
Vincent White
John Walker
Norma Zumsteg

The following Council members were absent and excused from the meeting:

Connie McCarthy
Ruth Sokolowski

The following persons also attended the meeting:

Anas Ben-Addi, Housing Finance Administrator
Calvin Bonniwell, Housing Project/Loan Manager, DSHA
Lynda Blythe, Administrative Specialist III, DSHA
Cindy Deakyne, Housing Asset Manager
Susan Eliason, Housing Asset Management Administrator
Emily Genoese, Building Support Systems Engineer
Steve Gherke, Construction Project Manager
Cathy Gregory, Senior Policy Advisor
Matthew Heckles, Executive Assistant, DSHA
Saundra Johnson, Director, DSHA
Jerry Jones, Housing Finance/Development Administrator, DSHA
H. James Loescher, Housing Project/Loan Manager, DSHA
Thomas McGonigle, Esq., Wolf Block Schorr & Solis-Cohen LLP
Tim McLaughlin, Deputy Director, DSHA
Corinne Todd-Grieve, Housing Project/Loan Manager

Guests present:

Jeneen Cappie, Wolf Block Schorr & Solis-Cohen LLP
George Danneman, Wolf Block Schorr & Solis-Cohen LLP

APPROVAL OF MINUTES

Mr. Walker made motion to approve the November 29, 2007 minutes as amended. Mr. Leahy seconded the motion and the minutes were approved unanimously.

DIRECTOR'S REPORT

Ms. Johnson stated:

- The HDF activity for 2007 met the majority of DSHA's goals.
- There were three first-time fundings: Sussex Habitat for Humanity, DEMAP and the Step-Up Program.
- The House of Pride in Dover, an emergency shelter, has been closed and there is an immediate need for homelessness funding in Dover.

Ms. Harkins noted the Director has the right, within parameters, to do emergency funding, up to a limit, without prior Council approval. The Council agreed with Ms. Johnson that DSHA should assist with this homelessness problem in Dover and funding should come from the Emergency Fund. The financial assistance is expected not to exceed \$10,000. A non-profit organization will assist in distributing the funds to homeless assistance providers.

OTHER BUSINESS

Ms. Harkins reminded Council of their appointment with the Governor scheduled later in the day. Council members planning to attend are: Harkins, Louder, McDonough, Walker and Zumsteg.

ADMINISTRATIVE MATTERS

The next meeting of the Council will be January 16, 2008, 2:00 p.m. at the Buena Vista Conference Center.

ADJOURNMENT

A motion was made by Ms. Zumsteg to adjourn. The motion was seconded by Mr. Walker and unanimously approved. The meeting adjourned at 12:28 p.m.

Respectfully submitted,

Lynda T. Blythe